



EPA Puget Sound Financial and Ecosystem Accounting Tracking System (FEATS)

Photo by Rebecca Pirtle, Editor, Kingston Community News (Doe-Kag-Wats Estuary of the Suquamish Tribe)

PROJECT INFORMATION

1. Federal Grant Number	PA-00J322-01	*2a. Reporting Period Start Date:	4/1/2012	*2b. Reporting Period End Date:	9/30/2012
3. Recipient Organization (Name and complete address including zip code) Name: Northwest Indian Fisheries Commissi Address 1: 6730 Martin Way East Address 2: City: Olympia State: WA Zip Code: 98516-5540		4. Project Manager Contact Information Name: Terry Wright Phone: (360) 528-4336 Ext: Fax: () - Email: wright@nwifc.org			
5a. Program (RFP) Tribal Lead Org	5b. Project Title Northwest Indian Fisheries Commission Lead Organization Award	*6. Collaborating Organizations/Partners None <input checked="" type="checkbox"/> Subawardee 21 Tribes/Tribal Consortiums			

Submission Instructions: EPA fills in the white boxes. Grantee fills in the yellow boxes (boxes with asterisks). Refer to guidance document for how to fill out the boxes. After completing the form, save and e-mail it to the Project Officer and cc: the Technical Monitor.	Project Officer: Lisa Chang U.S. Environmental Protection Agency Email: chang.lisa@epa.gov Technical Monitor: Daniel Steinborn U.S. Environmental Protection Agency Email: steinborn.daniel@epa.gov	*7a. Name/Title of Person Submitting Report	Tiffany Waters PS Recovery Proj. Coordinator
		*7b. Date Report Submitted	10/31/2012

FUNDING/COST ANALYSIS

8a. Total EPA Assistance Amount Awarded:	\$12,079,999.46	8b. Funding Year (Federal Fiscal Year Funds Appropriated)	FY 2010 FY 2011 FY 2012 -----	*9. Total EPA Amount Expended To-Date:		*10. Funds Drawn Down from EPA To-Date:	
11. Match Amount Required	\$0.00	*12. Total Match Amount Expended and Documented To-Date:	\$0.00	*13. Have you experienced any cost overruns or high unit costs?	No		
*14. What issues or questions do you need the EPA Project Officer or Technical Monitor to respond to?		None					

BUDGET UPDATE

	15a. APPROVED BUDGET			*15b. SPENT TO-DATE		
	EPA	MATCH	TOTAL	EPA	MATCH	TOTAL
Personnel	\$160,035.67	\$0.00	\$160,035.67		\$0.00	\$ 0.00
Fringe Benefits	\$50,535.60	\$0.00	\$50,535.60		\$0.00	\$ 0.00
Travel	\$6,316.00	\$0.00	\$6,316.00		\$0.00	\$ 0.00
Equipment	\$0.00	\$0.00	\$ 0.00		\$0.00	\$ 0.00
Supplies	\$4,968.14	\$0.00	\$4,968.14		\$0.00	\$ 0.00
Contracts	\$37,500.00	\$0.00	\$37,500.00		\$0.00	\$ 0.00
Other	\$11,706,362.06	\$0.00	\$11,706,362.06		\$0.00	\$ 0.00
TOTAL DIRECT CHARGES	\$11,964,517.47	\$0.00	\$11,964,517.47		\$0.00	\$ 0.00
Indirect Charges	\$115,481.99	\$0.00	\$115,481.99		\$0.00	\$ 0.00
TOTAL	\$12,079,999.46	\$0.00	\$12,079,999.46		\$0.00	\$ 0.00
*Explain Any Discrepancies:						

ECOSYSTEM GOALS ADDRESSED

16a. Primary Goal	Healthy Habitat
16b. Additional Goals	Healthy Species Water Quality Water Quantity ----- ----- -----

DIRECT THREATS ADDRESSED

17a. Primary Threat	-----
17b. Secondary Threat(s)	Climate Change Dams/Levees/Tidegates Derelict Gear/Vessels Development Invasive Species - Terrestrial Invasive Species - Marine
	Large Scale Timber Harvest Shoreline Armoring Surface Water Loading/Runoff from the Built Env -----

LINKAGES TO PUGET SOUND ACTION AGENDA

18a. Strategic Priorities Employed	Priority A Priority B Priority C Priority D Priority E
18b. Near-Term Actions Supported	
18c. Other Actions Supported	

LINKAGES TO EPA PUGET SOUND MEASURES

19. Measure(s)	Habitat Restored/Protected ----- -----
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LINKAGES TO PUGET SOUND DASHBOARD INDICATORS

20a. Primary Indicator	-----
20b. Additional Indicators	Marine Water Quality Index Stream Flows Below Critical Levels Wild Chinook Salmon Pacific Herring Shoreline Armoring

PROJECT LOCATION

21a. Latitude		21b. Longitude	
21c. Hydrologic Unit Code	171100 - Sound-wide	-----	-----
21d. Action Area	Sound-wide	-----	-----

MEASURES OF SUCCESS (Key Grant Outputs)

*22a. Description (e.g., "shellfish beds reopened")	*22b. Unit (e.g., "acres")	*22c. Project Target ("number")	*22d. Project Measure To-Date ("number")
Developed and distributed a final RFP to 21 Tribes and Tribal Consortiums for each fiscal year (FY10, FY11, and FY12)	RFP Document	3	3
Developed and engaged in a Coordination Plan, disseminating and sharing a subrecipient project information document each fiscal year (FY10, FY11, and FY12) with tribes and LO group	Subrecipient Proposal Information	3	2
Approved 21 subrecipient proposals, communicated award notification and executed contracts to all subrecipients for each fiscal year (FY10, FY11, and FY12)	Subrecipient Contracts in Place	63	43

PROJECT MILESTONES

Instructions: In the tables below, please explain your progress toward meeting agreed outputs for the period, **reasons for slippages**, and any additional information including **reflections, lessons learned, and/or thoughtful analysis**. When appropriate, include analysis and information of **cost overruns or high unit costs**, and changes to work plan or budget not requiring prior approval from EPA. We encourage photo documentation - please attach to the report as a separate document.

23a. Work Plan Component/Task: 1. Program development and launch

23b. Action Agenda Action(s) Addressed: D.3., NTA 3: Fund tribes to participate in the refinement and implementation of the Action Agenda, including salmon recovery plans.

***23c. Estimated Costs:**

Actual Costs to Date:

(If required by PO)

23d. Sub-Task No.	23e. Sub-Task Description	*23f. Date	*23g. Status	23h. Outputs/Deliverables	*23i. Remarks
1.1	Communication/outreach plan	1.14.11, 7.12.11, 6.22.12	COMPLETED	Communication/outreach plan	NWIFC developed a communication/outreach plan for FY10 and FY11 that consisted of: (1) a transmittal note for the RFP; (2) a mailing distribution list that ensured that all eligible entities were notified equitably, timely,

					<p>and thoroughly; and (3) a target date for releasing the RFP.</p> <p>Due to our previous interactions and current relationships with our member tribes, we had in place a Puget Sound Tribes distribution list that contained pertinent tribal contacts. We vetted this distribution list to ensure that the proper contacts were included and additionally amended the list to include contacts from the two non-member tribes and two tribal consortiums. We have continued to add to this distribution list as needed and requested.</p>
1.2	RFP development and distribution	1.25.11, 7.15.11, 6.22.12	COMPLETED	Final RFP distributed	<p>NWIFC developed the final FY10 RFP through close consultation with the EPA, utilizing and editing the FY08 RFP to finalize the FY10's fundamental components and timeline. Additions to the FY10 RFP included: (1) language that fully described the intent of these funds; (2) requirements for all projects that collect environmental data to have a QAPP in place prior to data collection; and (3) logic model terminology. While we didn't include the traditional logic model table format, we utilized the logic model terminology to request specific outputs and outcomes per task.</p> <p>The FY10 RFP was then used as a template to develop subsequent fiscal year RFPs. Additions to the FY11 RFP included: (1) adding PSP Ecosystem Recovery Targets as eligible activities under this award; (2) a request to describe how the potential</p>

					<p>impacts of climate change will be addressed in the planning and implementation of the subrecipient project; and (3) additional guidance regarding the information needed in the budget narrative, including a task delineated budget appendix. In consultation with the EPA Project Officer, we finalized the proposal review process and timeline.</p> <p>Additions to the FY12 RFP of note included: (1) clarifying language that delineated differences between subcontracts and professional services within the budget narrative section; and (2) adding a category within the narrative section that required an explanation of how technical review was going to occur for major technical products of the subrecipient workplan. This provision on technical review was included to reflect and satisfy a new term and condition of NWIFC's contract that NWIFC and the EPA project officer collaboratively discussed and agreed upon.</p> <p>As planned, we distributed the final RFP for FY10 on 1.25.11, for FY11 on 7.15.11, and for FY12 on 6.22.12.</p>
1.3	Coordination plan	1.31.11	COMPLETED	Coordination plan	<p>NWIFC developed a coordination plan that can be executed throughout the project period and includes: (1) ensuring that the PSP is aware of the aims and activities of the subrecipient projects by enlisting them as a key reviewer of these subawards;</p>

					(2) engaging the EPA Project Officer to discuss the capacity awards that the subrecipient projects are concurrently receiving, in order to avoid duplicative funding efforts; (3) engaging in existing processes and groups to disseminate and share subrecipient project information, including the ECB, the Leadership Council, the PSP Salmon Recovery Council, and the PSP/Federal/Tribal Caucus; (4) participating in LO meetings to ensure that other LOs are fully award of our subrecipient projects and vice versa; (5) an existing NWIFC website that is dedicated to information related to Puget Sound Partnership and Treaty Tribes of Western Washington.

23a. Work Plan Component/Task: 2. Award cycle					
23b. Action Agenda Action(s) Addressed: D.3., NTA 3: Fund tribes to participate in the refinement and implementation of the Action Agenda, including salmon recovery plans.					
*23c. Estimated Costs: Actual Costs to Date: (If required by PO)					
23d. Sub-Task No.	23e. Sub-Task Description	*23f. Date	*23g. Status	23h. Outputs/Deliverables	*23i. Remarks
2.1	Reviewing subaward proposals	7.6.11, 3.21.11, ongoing	CURRENT	Project files set up; comments from all reviewers documented; input shared with applicants	All project files have been set up, with all digital files held by the Projects Coordinator and all final hard copies held by the Contracts Specialist.

					<p>For FY10 and FY11, NIWFC has received, documented, and shared input from the NIWFC, EPA, and PSP review teams with all 21 subrecipients.</p> <p>For FY12, NIWFC has received and documented proposals from all 21 subreceptients. Of the non-contracted subrecipient proposals, there are currently 20 subrecipient proposals that are in various stages of review. There are currently: 7 proposals that NIWFC is still pre-reviewing; 5 proposals that are being reviewed externally by the EPA and PSP; 2 proposals that have been fully reviewed and the Projects Coordinator is compiling packaged reviews to send to the appropriate subrecipients; and 6 proposals that are being revised by subrecipients to incorporate and address reviewer comments.</p>
2.2	Receive final proposals and make subawards	8.2.11, 7.12.12, ongoing	CURRENT	Final workplans addressing key input received; 65% of funds awarded by 10/10/11; 100% by 11/14/11; all recipients informed of award requirements	<p>For FY10 and FY11, NIWFC has successfully communicated with all 21 subreceptients to address key input and all final workplans have been received, approved, and awarded. For FY10, 65% of funds were awarded by 5/19/2011 and 100% of funds were awarded by 8/2/2011. For FY11, 65% of funds were awarded by 2/9/12 and 100% of funds were awarded by 7/12/12.</p> <p>For FY12, NIWFC has successfully communicated with 1 of 21 subrecipients to address key input and has received a final workplan for review and approval. NIWFC has provided a packaged review to 6 subrecipients and is</p>

					<p>working with them to address reviewer comments. The remaining proposals are in various stages of review, as described in task 2.1.</p> <p>We are still currently operating within the timeframe (August 2012 - January 2013) we indicated within our workplan for reviewing and contracting proposals. While there may be some outlying proposals whose final review and contracting may occur after January 2013, we expect that the majority of proposals will be contracted by that date.</p> <p>All contractred recipients have been informed of award requirements, as included in their NWIFC contract (including EPA Administrative and Programmatic Conditions; Anti-lobbying Certification; MBE/WBE Certification; Federal Financial Report; EPA FEATS; OMB Circulars A-87, A-133 & A-102; 15 CFR Part 24 & Part 28; 2 CFR Part 1326, Subpart C; and 40 CFR Part 34).</p>

23a. Work Plan Component/Task: 3. Program management

23b. Action Agenda Action(s) Addressed: D.3., NTA 3: Fund tribes to participate in the refinement and implementation of the Action Agenda, including salmon recovery plans.

*23c. Estimated Costs: Actual Costs to Date: (If required by PO)					
23d. Sub-Task No.	23e. Sub-Task Description	*23f. Date	*23g. Status	23h. Outputs/Deliverables	*23i. Remarks
3.1	Support/meet with awardees	Ongoing	CURRENT	All subrecipients understand applicable award requirements	All subrecipients have been contacted via phone, email, or in person and the appropriate support has continued to be given in regards to the award process and applicable award requirements. The Projects Coordinator retains and files all email correspondence and maintains a phone log tracking all substantive phone conversations.
3.2	Conduct project monitoring	8.19.11, 5.17.12, 7.19.12, 9.6.12	CURRENT	Subawardee reporting requirements met; site visits conducted to 33% of funded projects (year 1); site visit and progress reports prepared and made available; all recipients in compliance with applicable award requirements	For the first and second reporting periods of 4.1.11 - 9.30.11 and 10.1.11 - 3.31.12, all FY10 and applicable FY11 subrecipients submitted FEATS progress reports to the Projects Coordinator who reviewed progress to ensure that all subrecipients were in compliance with applicable award requirements, including but not limited to: proper budget invoicing, project timeline adherence, task and output progress (including project requirements such as QAPP and permit approval), draw-down rate versus expenditures. For FY11 projects that that were not yet contracted or had not yet begun (neither tasks nor funding begun/expended), NWIFC confirmed with the EPA Project Officer that FEATS were not needed. The Projects Coordinator communicated with the subrecipients regarding this and tracked which projects had not yet

				<p>begun.</p> <p>When necessary, the Projects Coordinator communicated with subrecipients to clarify information provided in the FEATS report and ascertain additional project progress. All subrecipient FEATS were sent to the Contracts Specialist for final review and approval.</p> <p>In anticipation of the third subrecipient reporting due on 10.31.12, the Projects Coordinator edited applicable FY10 FEATS to reflect budget modifications and contract amendments and pre-populated the remaining FY11 FEATS subrecipient reports with their FY11 project specific information and emailed each subrecipient project coordinator their FEATS report at the end of September, providing approximately 30 days to complete their report. Upon receiving FEATS reports on 10.31.12, NWIFC will engage in review and approval of all FY10 and FY11 subrecipient reports.</p> <p>Four FY10 sites visits have occurred (Makah Nation, Samish Indian Nation, Nisqually Indian Tribe, and Suquamish Tribe) and an additional two site visits are scheduled (Upper Skagit Indian Tribe and Swinomish Indian Tribe) for the first week of November. One additional site visit (in addition to those planned in November) for FY10 will occur this fall / early winter to monitor subrecipient progress and award</p>
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					<p>requirement compliance. FY11 site visits are expected to begin in early winter '12 and continue into summer '13.</p> <p>Site visits are conducted using a risk evaluation matrix to assess project progress and compliance with award requirements (including, but not limited to - adherence to workplan timeline; progress and completion of tasks and outputs; QAPP development, review, and/or approval status; desire/need for an EPA TSR; obstacles or problems encountered by subrecipient; progress report requirement adherence; review of funds spent and/or high award balances, if applicable; and subrecipient questions regarding award conditions, including proposal, review, and reporting requirements)</p> <p>All site visit reports are held at NWIFC and are available upon request.</p>
3.3	Execute coordination plan	4.1.11, 1.10.12, ongoing	CURRENT	<p>Exchange of project lists between LOs; Update of the PSP/NWIFC website to include subaward project descriptions and progress reports, as they become available; Other coordination activities to be developed in consultation with EPA PO</p>	<p>NWIFC continued to: (1) engage the PSP as a key reviewer of these subawards; (2) meet with the EPA Project Officer to discuss relevant capacity awards of the subrecipients to ensure funding duplication did not occur; (3) participate in ECB, Leadership Council, PSP Salmon Recovery Council, and PSP/Federal/Tribal Caucus meetings; (4) participate in scheduled LO meetings and disseminate a list of subrecipient projects for FY10 and FY11; and (5) update the PSP/NWIFC website to include meeting notes</p>

					<p>for ECB, Leadership Council, PSP Salmon Recovery Council, and PSP/Federal/Tribal Caucus meetings.</p> <p>For FY10, the subrecipient project list was presented to other LOs and interested parties at the PSP Ecosystem Coordination Board meeting on 4.1.11. For FY11, the list was sent to the LO Coordinator's listserve on 1.10.12. The FY10 and FY11 subrecipient project lists have also since been posted online to the PSP/NWIFC website so that they are available in an easily accessible format for the public and interested parties. For FY12, it is estimated that the project list will be compiled and sent to the LO Coordinator's listserve, NWIFC's Puget Sound Tribes distribution list, and posted online to the PSP/NWIFC website in mid November.</p> <p>All FEATS and applicable attachments, once approved, continue to be posted online (in conjunction with their project description) to the Tribal Project Updates section of the PSP/NWIFC website.</p>
3.4	Reporting and adaptive management	11.30.11, 4.20.12, 10.31.12	CURRENT	LO reporting requirements fulfilled; quarterly check-in meetings/calls with EPA PO	<p>Administration of the program, including periodic progress review, has been coordinated by the Projects Coordinator, under the tutelage of the Salmon Recovery Projects Coordinator. NWIFC continues to be in close contact with NWIFC's EPA Project Officer, engaging in regular check-ins to clarify EPA proposal reviews and discuss challenges faced within the review process.</p>

					<p>The EPA Projects Officer continues to be extremely helpful, proactive, and communicative during the entirety of this award process.</p> <p>The LO reporting requirements were successfully met for the reporting periods of 4.1.11 - 9.30.11 and 10.1.1 - 3.31.12. The LO reporting requirements are in the process of being fulfilled for the 4.1.12 - 9.30.12 reporting period (as being submitted through this FEATS report).</p>

<u>23a. Work Plan Component/Task:</u>					
<u>23b. Action Agenda Action(s) Addressed:</u>					
<u>*23c. Estimated Costs:</u> <u>Actual Costs to Date:</u> (If required by PO)					
23d. Sub-Task No.	23e. Sub-Task Description	*23f. Date	*23g. Status	23h. Outputs/Deliverables	*23i. Remarks

<u>23a. Work Plan Component/Task:</u>
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23b. Action Agenda Action(s) Addressed:

***23c. Estimated Costs:**

Actual Costs to Date:

(If required by PO)

23d. Sub-Task No.	23e. Sub-Task Description	*23f. Date	*23g. Status	23h. Outputs/Deliverables	*23i. Remarks

CHALLENGES AND SOLUTIONS (specific to reporting period)

*24a. Task No., Sub-Task No.	*24b. Challenge	*24c. Solution

HIGHLIGHTS/LESSONS LEARNED/REFLECTIONS

***25.**

(1) HIGHLIGHT: While all 21 subrecipient proposals contain projects that will and are substantially contributing to the restoration and protection of Puget Sound, we have chosen to highlight the progress of the following subrecipient projects. Additional tribal project accomplishments are in the process of being reported to NWIFC for this reporting period. Once NWIFC has reviewed and approved subrecipient FEATS reports, due to NWIFC on 10/31/12, they will be posted online to the PSP/NWIFC website (<http://blogs.nwifc.org/psp/>).

Lower Elwha Klallam Tribe (FY11) - Elwha Floodplain Revegetation and Fisheries Monitoring Support: As project planning was fully completed during the last reporting period, LEKT was able to focus on project implementation within this reporting period. Spawning ground surveys for adult steelhead and chinook salmon upstream of the former Elwha Dam and downstream of Glines Canyon Dam were completed. Juvenile trapping was completed on Little River during the spring of 2012. Trapping on Indian Creek was delayed as flows did not allow the installation of a fence weir as planned. However, as a result, LEKT has decided to construct a rotary screw trap for Indian Creek, which is currently being assembled for the spring 2013 season. Juvenile fish were collected from 16 different sites

and measured, weighed and tagged with PIT tags. A PIT antenna site was established at Indian Creek and an additional antenna will be placed in Little River. Finally, 440 pieces of large wood were successfully relocated from the former Mills reservoir pool to an adjacent terrace using a heavy lift helicopter. The area treated is approximately 1000 m long and 100 m wide and the relocated wood will be used as planting sites in the revegetation project this winter.

Puyallup Tribe of Indians (FY11) - Wade Residence Property Acquisition: The Puyallup Tribe successfully completed the purchase of 5.7 acres of privately owned land, preserving and protecting from development the land's substantial ecological benefits that include a spring fed tributary, riparian corridor, and wetland habitat and flood prone channel migration zone. The title transfer has been completed and restoration of the property has begun, including two sprayings for Japanese Knotweed, the decommissioning and removal of two septic tanks, and the removal of derelict structures located on the property. The first fall planting of native vegetation to increase the diversity of the plant community and provide shade and riparian structure is scheduled for later this fall.

Tulalip Tribes (FY10) - Pilchuck Watershed Protection Strategy: The project team, made up of representatives from Snohomish County, King County, Washington Department of Ecology, and Tulalip Tribes, collaboratively engaged in a pilot project that utilized Watershed Characterization, the Open Standards for the Practice of Conservation, and Ecosystem Service Valuation to assess and develop protection strategies throughout the Pilchuck watershed. A key component of this project was a broadening of the definition of 'protection,' such that it included a duty to prevent further resource degradation, as well as to restore and recover existing habitat resources. A final Pilchuck Watershed Protection Project Pilot Study Report was developed, finalized, and will be posted on the NWIFC/PSP website.

(2) REFLECTION: We continue to enjoy and highly value our good working relationship with the EPA and our project officer. Continued and consistent funding for these high priority tribal projects is of the utmost importance to Puget Sound restoration and protection and we look forward to continuing to work with the EPA in current and future fiscal years in supporting our tribes and Puget Sound health.